



City of Nashua
City Clerk's Office
229 Main Street – P. O Box 2019
Nashua, NH 03061-2019

(603) 589-3010
Fax (603) 589-3029

Memorandum

To: Municipal General Election Candidates
From: Paul R. Bergeron, City Clerk
Re: Campaign Receipt and Expenditure Reports
Date: May 2, 2013

Attached are campaign receipt and expenditure forms for the November 5th Municipal Election. Nominating Petitions will be available online and in the City Clerk's Office beginning June 3, 2013.

City ordinances (Chapter 23, Article IV) require that campaign reports be filed 20 days prior to an election (October 16) and by December 1st following the election. (Since December 1st falls on a Sunday in 2013, reports will be due on December 2nd.) Additional copies of these forms are available online on the City Clerk's Elections page.

Please note that it is not necessary to use these specific forms. The information called for on the forms must be filed, but you may use any other reporting format (e.g., an Excel spreadsheet) that you find most convenient. Please be sure to sign whatever papers you do file, however.

Forms may be mailed, submitted electronically, or delivered to the Office of the City Clerk, but they must be received by the due dates. If you file your forms electronically, we will confirm receipt. If you do not receive confirmation within 16 hours of transmission, please contact our office and/or re-submit.

All candidates for Alderman, Board of Education, Fire Commission and the Board of Public Works are required to file reports. If you do not receive any funds and/or expend any funds, please file the appropriate forms with the amount of "\$0" listed, and sign the form.

If there are any questions, please feel free to contact me at 589-3004.

Thank you.

Sincerely,

Paul R. Bergeron
City Clerk

First Report of Campaign Receipts¹

**First Municipal General Election Report due 20 days prior to the election:
October 16, 2013**

Covers all contributions received to date or since last filing, whichever is applicable

NRO Chapter 23, Article IV

NAME: _____

ADDRESS: _____

CANDIDATE FOR THE OFFICE OF: _____

OR REPORTING FOR THE FOLLOWING ORGANIZATION (if applicable): _____

[illegible]

Signed: _____

Date: _____

¹ NRO Sec. 23-18.B: “In cases where receipts from any one person total \$10 or less, the receipt will be entered by amount only.”

List every sum expended or contracted for payment

October 16, 2013.

NRO Chapter 23, Article IV

NAME: _____

ADDRESS: _____

CANDIDATE FOR THE OFFICE OF: _____

OR REPORTING FOR THE FOLLOWING ORGANIZATION (if applicable): _____

[illegible]

Signed: _____

Date: _____

Second Report of Campaign Receipts¹

Second Municipal General Election Report due December 2, 2013

Covers all contributions received to date or since last filing, whichever is applicable

NRO Chapter 23, Article IV

NAME: _____

ADDRESS: _____

CANDIDATE FOR THE OFFICE OF: _____

OR REPORTING FOR THE FOLLOWING ORGANIZATION (if applicable): _____

[illegible]

Signed: _____

Date: _____

¹ NRO Sec. 23-18.B: “In cases where receipts from any one person total \$10 or less, the receipt will be entered by amount only.”

List every sum expended or contracted for payment

Second Municipal General Election Report due December 2, 2013

NRO Chapter 23, Article IV

OR REPORTING FOR THE FOLLOWING ORGANIZATION (if applicable): _____

Date: _____